



Sherwood Cultural Arts Commission MEETING NOTES APPROVED

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	10.04.2012 6:30PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	Doug Pedersen
NOTES TAKEN BY	Jennifer Ortiz

ATTENDEES

Cultural Arts Commission		Council Liaison	
X	Doug Pedersen, Chair	X	Robyn Folsom, City Councilor
X	Alyse Vordermark, Vice Chair		
X	James Boscole		
X	Judy Silverforb	X	City Staff Kristen Switzer, Community Services Director
--	Cydney Corl Hill	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Kaelie Nielsen		

MEETING NOTES

1. Call to Order/Roll Call (Pedersen)
 - The meeting was officially called to order at 6:33 PM.
2. Adjustments to the agenda (Pedersen)
 - Silverforb would like to discuss the events calendar.
 - Switzer has a few miscellaneous items to discuss with the committee.
3. Approval of September minutes (Pedersen)
 - *Silverforb motioned to approve the September 2012 minutes. Pedersen seconded. All in favor; motion passed.*
4. Pix on the Plaza Follow-up (Switzer)
 - Switzer shared that Main Street would like to continue a partnership with the City for this event. The committee would like to minimize staff involvement as much as possible. Switzer mentioned that there will always need to be at least one staff member on site for logistics. The screen used this year required additional staff to be on hand for setup and tear down, but the current screen will need to be replaced before next season. Switzer shared that she has been looking into the cost of a new screen. The committee liked the idea of sharing the cost of the screen with Main Street. Switzer also asked the committee if they would like to continue the partnership with Main Street. All members are in agreement with continuing a partnership.

5. Strategic plan for 2013/14 (Pedersen)

- Vordermark would like to formulate a two year plan for the commission that includes objectives, strategies, and long term goals. She believes that this will help the community understand what the commission is all about. It will also help to have something ready, in writing, to present to council. A thought is to have one person designated as a point person for each program. The group also agreed that the mission statement should be refreshed. Vordermark also recommended that the commission should sit down and come up with guidelines and spearhead recommendations on policies and procedures for a public art program to present to City Council. Vordermark has a strategic plan outlined and the group will meet to talk about details.

6. Events Calendar Update (Silverforb)

- Silverforb brought up that the calendar is called the “Cultural Arts” calendar. She wanted to address that there are many events included on the calendar that are not art based. She asked the group if the calendar should be renamed. The group would like to keep the name “Cultural Arts”, but liked the idea of including the word “events” as well. Nielsen will make changes to the calendar for the next time they are printed.

7. Miscellaneous (Switzer)

- Switzer told the group that Missoula would like to have contracts secured by December. She asked the group when they would like to hold Missoula next year. The group does not have a preference. Switzer will discuss with the SFA and book dates.
- Switzer shared that the Cultural Coalition of Washington County has several vacancies on their board. It is a 3 year commitment and would be a great opportunity to get involved.

8. Council update (Folsom)

- Folsom shared that there was a public hearing regarding Cedar Brook Way. They will be working toward connecting the roadway with Elwert to reduce traffic hazards.
- Capstone has been released from the Community Center Project. The City has taken the project over and will be trying to get competitive bids for construction. The City is also taking a second look at the plans to make sure that the project fulfills what the community wants.

9. Next Meeting/adjourned

- The next meeting will be held on Thursday, November 1, 2012 at 6:30 pm at City Hall.

Adjourned at 7:29 pm.